

## **Temporary Salary Reduction (TSR) Employee Q & A**

### **1. What is TSR leave and who earned it?**

TSR leave is a separate type of paid leave. Qualified employees who were subject to the 3 percent salary reduction earned TSR leave each month.

### **2. What authorized the 3 percent TSR?**

Effective July 1, 2011, [ESSB 5860](#) required a 3 percent temporary reduction to the base salaries for most employees of the executive, legislative, and judicial branches.

### **3. How long does the temporary salary reduction stay in place?**

The 3 percent reduction is effective through June 29, 2013.

### **4. Which employees did the temporary salary reduction apply to?**

The temporary salary reduction applied to most non-represented and union represented state general government, higher education and marine division employees whose monthly full-time equivalent base salary was \$2500 or more prior to the salary reduction.

### **5. Who was excluded from the temporary salary reduction?**

Employees with a monthly full-time equivalent base salary of less than \$2500 were not subject to the salary reduction. The legislation also excluded specific groups of employees. See Section 1 of [ESSB 5860](#).

### **6. When is the last time I will accrue TSR leave?**

For eligible employees the last accrual of TSR leave is June 2013.

### **7. Will my TSR leave balance continue to show on my earnings statement?**

Yes. TSR leave will be displayed on the earnings statement through the September 25, 2013 payday.

For employees covered by the Teamsters Local Union 117 collective bargaining agreement, TSR leave will continue to be displayed on the earnings statement

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through the March 25, 2014 payday.

- 8. Can I donate my unused TSR leave to another state employee before it expires?**

TSR leave cannot be donated as shared leave or to a shared leave pool.

- 9. If I have a TSR leave balance and separate from state service will I be cashed out for my TSR leave?**

TSR leave cannot be cashed out.

- 10. Is there a specific date by which I have to use all my TSR leave?**

All but 16 hours of your TSR leave must be used before July 1, 2013. The 16 or fewer hours that are carried past July 1, must be used before September 1, 2013. Any TSR leave not used before Sept. 1 is forfeited.

For employees covered by the Teamsters Local Union 117 collective bargaining agreement, TSR leave must be used before March 1, 2014.